

HOME ECONOMICS HOME FURNISHINGS

**RELATED ACADEMIC SKILLS:
WHAT THE VOCATIONAL INSTRUCTION SHOULD REINFORCE:**

ACADEMIC AREA INSTRUCTIONAL LINKS

OCCUPATIONAL COMPETENCIES:

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| 1. Analyze living space and human needs. | Language Arts | Evaluates/information oral-written/adequacy/sufficiency |
| 2. Plan and compute finances, costs and sales | Math | Computes/addition/division/multiplication/subtraction |
| | Free Enterprise | Describes/explains/financing |
| 3. Prepare, organize and maintain records, correspondence and file information | Language Arts | Composes/forms/documents |
| | Language Arts | Collects/organizes/information oral-written |
| 4. Maintain safe working conditions. | Language Arts | Comprehends/information oral-written |
| 5. Identify textile characteristics, care requirements and labeling standards. | Science | Identifies/matter/chemical physical properties |
| | Language Arts | Identifies/information-written |
| 6. Coordinate the elements and principles of design in interiors effectively. | Language Arts | Evaluates/information-written/relationship of ideas |
| | Science | Describes/explains/color pigmentation |
| | Math | Identifies/lines |
| 7. Identify basic characteristics of historical periods as related to furniture, art, and architecture. | Language Arts | Identifies/information-written/main ideas |
| 8. Evaluate appropriate home furnishings for performance, safety, cost, quality, energy efficiency, | Language Arts | Evaluates/information-oral/written |
| | Science | Describes/explains/conservation/energy space and cleanability. |
| | Science | Describes/explains/electricity/measurement |
| 9. Prepare scaled drawings and evaluate floor plans. | Math | Calculates/evaluates/geometric figures/surface area |
| | Math | Calculates/evaluates/measurement/precision |
| 10. Recognize established business policies and procedures. | Language Arts | Comprehends/information written/rationale |

	Free Enterprise	Describes/explains/government impact/costs
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11. Manage quality and quantity of work performed.

12. Develop selling techniques.	Language Arts	Presents/formal/informal speech/persuasive
	Language Arts	Describes/explains

13. Demonstrate courteous telephone techniques.	Language Arts	Adapts/diction/audience/purpose/situation
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LEADERSHIP COMPETENCIES:

1. Follow directions.	Language Arts	Comprehends/information oral-written
2. Speak effectively in front of others.	Language Arts	Presents/informal speech/discussion
3. Facilitate a discussion.	Language Arts	Presents/informal speech/discussion
	Language Arts	Adapts/diction/structure/strategy/style
4. Organize an event or task.	Language Arts	Collects/organizes/information oral-written
	Free Enterprise	Describes/explains/economic concepts
5. Utilize time effectively.	Free Enterprise	Identifies/cost factors/human resources
6. Prioritize series of tasks.	Language Arts	Composes/edits/draft oral written/sequence
7. Define goals.	Language Arts	Describes/purpose/strategy
8. Work effectively with others.		
9. Listen effectively.	Language Arts	Adapts/strategy/listening
10. Resolve conflict.	Language Arts	Adapts/diction/audience/purpose/situation
11. Adapt to environment/situation.	Language Arts	Adapts/diction/audience/purpose/situation situation
12. Demonstrate effective interpersonal communication skills.	Language Arts	Adapts/diction/audience-purpose-situation
13. Demonstrate positive attitude.		

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JOB GETTING, JOB KEEPING COMPETENCIES:

1. Identify requirements/skills for a job.	Language Arts	Identifies/information oral-written
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| 2. Complete required forms correctly. | Language Arts | Composes/edits/forms/documents |
| 3. Write application letter correctly. | Language Arts | Composes/letters/business |
| 4. Interact with others in a courteous and tactful manner. | Language Arts | Adapts/diction/audience-purpose-situation. |
| 5. Cooperate with others. | | |
| 6. Accept individual differences. | | |
| 7. Respect the property of others. | | |
| 8. Organize thoughts and communicates clearly. | Language Arts | Adapts/strategy/speaking |
| 9. Exhibit dependability. | | |
| 10. Demonstrate punctuality. | | |
| 11. Ask for help when needed. | | |
| 12. Accept new challenges. | | |
| 13. Accept supervision willingly. | | |
| 14. Adapt to change/demonstrates flexibility. | | |
| 15. Manage time effectively. | | |
| 16. Follow rules, regulations and guidelines. | Language Arts | Comprehends/information written/conclusions |
| 17. Produce quality work. | | |
| 18. Take responsibility for mistakes and/or good work. | | |
| 19. Comply with safety and health rules. | Language Arts | Comprehends/information written/conclusions |
| 20. Utilize equipment correctly. | | |
| 21. Maintain clean and orderly work area. | | |
| 22. Demonstrate personal hygiene, cleanliness and appropriate dress. | | |
| 23. Accept constructive criticism. | | |
| 24. Demonstrate initiative. | | |
| 25. Demonstrate loyalty to employer/business. | | |

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ENTREPRENEURSHIP COMPETENCIES:

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| 1. Demonstrate ethics in business. | Language Arts | Comprehends/information oral-written |
| 2. Identify the personal characteristics of entrepreneurs. | Language Arts | Identifies/information written-oral |
| 3. Recognize the importance of resources for technical assistance. | Free Enterprise | Defines/economic terms/resources |
| 4. Explain types of business ownership. | Language Arts | Presents/informal-speech/information request |
| 5. Identify factors in obtaining finances for a new business. | Free Enterprise | Describes/explains/financing options |